

**City of Milwaukee
Department of Public Works
Newspaper Vending Box
Freestanding Installation Permit Requirements**

The following requirements are conditions for permit approval by the Department of Public Works for the installation of freestanding newspaper vending boxes in the public right of way:

1. Freestanding vending box bolt installations are not allowed on privately owned or maintained hollow sidewalk or heated sidewalk areas within the public way.
2. In accord with Wisconsin Statutes s. 182.0175, freestanding vending box bolt installation work is considered an excavation and installation contractors must notify Diggers Hotline three (3) working days before commencing installation work for related underground facility locating services. Notification requirements are available online at www.diggershotline.com or call 811 or 1-800-242-8511.
3. All installations in concrete sidewalks shall be made with type 304 stainless steel removable anchors installed in pre-drill holes. The anchor body shall be installed flush with the sidewalk and consist of a stainless steel drop-in anchor, threaded stud bolt, nut and washer. Embedment shall be a minimum of 4.5 bolt diameters, but shall not exceed an embedment of 2½ inches and the bolt assembly shall not protrude more than 1 inch above the vending box mounting plate. Typical installation detail is noted below.

